STATE OF MINNESOTA
Minnesota Department of Education
Questions and Responses for:
- **Longitudinal Data System Analytics**
- **SERVS Organization LDS 2**
- **SERVS Student LDS 2**
- **SERVS Staff LDS 2**

PLEASE NOTE: Since we are a day late in posting answers to questions we will provide an additional day for responses to be prepared.

Responses will be accepted until Monday November 29, 2010 at 3 p.m. CST.

!!!Additional Update!!!

We will consider BA's for SERVS ORG, Student and Staff without 5 years experience in WebFocus.   Those are desired skills. The Longitudinal Data Systems Analytics, however, does require 5 years Web Focus experience.

No	Questions
1.	Is the intent of this RFP to pre-qualify one or more vendors to provide supplemental resources on an as-needed basis during the course of the project? *Most will start on time but some will be on an as-needed basis*.
2.	Please confirm if anticipated utilization for all selected vendor resources will be 40 hours per week, for the life of the project (excluding MDE holidays). *Anticipated utilization is 40 hours per week.*
3.	Will MDE need all resources for entire duration of the project? If not, for what time periods will MDE need each of the resources? *Most will start on time but some will be on an as-needed basis. The Java programmers may not start at the beginning.*
4.	Is there an incumbent vendor who has previously been providing these services to MDE? If yes, can you please provide the name of the incumbent vendor/resource? *This work against a new funding source that we received in July of 2010. We do have contractors who were secured through previous funding sources for other similar projects but they are currently they are not doing LDS 2 work. The new funding is available for a three year period and we will be doing annual work orders with an option to renew.*
5.	Please confirm that all selected vendor resources will be working 100% of their time on the project at MDE offices located at 1500 Highway 36, Roseville, MN 55113.

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	Our preference is for vendors to work on site with MDE staff.
6.	Please confirm that MDE will provide selected vendor resources with the necessary workspace, hardware, software, and desktop/laptop computer to perform the duties outlined in this SOW. *MDE will provide necessary work supplies and resources.*
7.	Will selected vendor resources be required to perform off-hours, on-call support work? *There may be some overtime if deadlines require but it is not considered on call or support.*
8.	What is the anticipated daily work schedule for selected vendor resources (8AM to 5PM, Monday thru Friday)? *Our typical work is between 8 a.m. to 5 p.m. with core hours between 9 and 3.*
9.	Please confirm whether selected vendor will be paid on an hourly basis for services provided under awarded contract, based on MDE approved resource timesheet, or if selected vendor will be paid based on completed/signed-off deliverables. *Vendors are paid an hourly rate based on responses to SOWs.*
10.	Does MDE have a predetermined/allocated budget (either hourly billing rate or total project cost) for these positions? If yes, can you please share the budgeted amount? *We do not have a predetermined hourly rate. Cost is 30% of the scoring criteria as required however.*
11.	Please confirm if MDE intends to make a single contract award to one vendor for this SOW, or if MDE intends to make multiple contract awards. *We typically award multiple contracts base on best resumes presented.*
12.	The SOW states that selected vendor will provide up to three individuals. Please confirm the exact number resources MDE expects awarded vendor to provide. *We estimate that we will need three total positions per SOW.*

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13.	Please confirm that the MDE Project Manager will be responsible for assigning and directing selected resources' work tasks. ***Project managers will work with MDE staff and other contractor staff to manage projects.***
14.	When does MDE need selected vendor resources to start on the project? ***Most will start as soon as work orders can be executed. We may start the Java developers later but that will be negotiated at the time of the award.***
15.	Would you consider dropping the requirements for 5 years of WebFocus and IBI/ETL for the BAs and PMs, if you don't find any candidates with those skills? If so, how would that be communicated? ***We are not able to deviate from the requirements listed in the SOW.***
16.	For both the SERVS Staff LDS 2 project and the SERVS Student LDS 2 project, **5 plus years experience with Web Focus and IBI ETL** is listed as a required skill for the Business Analyst. However, **5 plus years experience with Web Focus** is also listed as a desired skill. Is Web Focus a required or a desired skill for the SERVS Staff LDS 2 and SERVS Student LDS 2 projects? ***Web Focus is a desired skill for the J2EE programmer and a required skill for the business analysts.***
17.	I have a candidate that fits each of the LDS 2 projects (student, staff, organization). Do I need to do 3 submittals to be considered for each? ***You may submit duplicate resumes since the projects are so similar with regard to requirements.***
18.	Are each of the 3 LDS 2 projects separate, therefore you are bringing in 9 resources, or will 3 resources complete the 3 separate needs? ***We are anticipating engaging a total of nine resources across the three projects. All project needs are very similar in terms of required skill sets.***
19.	What specific technologies will be used by the Java developers? Are all of the technologies

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	chosen, such as the web framework, persistence layer? If so, what choices have been made? *All technologies are chosen and are outlined in the SOW: J2EE and J3EE, Object oriented application programming, MS SQL server, XML and Subversion.*
20.	How long will the contracts be? One year with the option to renew at the end of each year up to three years? *Correct.*
21.	What is the expected start date? *Start dates are typically approximately 3-4 weeks after the award of the contracts.*
22.	Will the candidates for the 3 SOWs work closely together? **Yes, there is likely much overlap between projects.**
23.	Are the BA positions strictly required to have 5 years of experience with WebFOCUS and IBI ETL, or are other reporting technologies acceptable? **We are standardizing on WebFocus and are looking specifically for that expertise.**
24.	Are all senior candidates preferred, or a mixture of senior level and mid level candidates? **We are looking for senior candidates.**
25.	You list that up to 3 people will be used to supplement your staff. What are the workload requirements? More specifically can one candidate who meets all skill requirements perform the job by them self? **We are looking for up to three separate individuals.**
26.	For the Project Manager role, are you looking for a Project Manager who has WebFOCUS, as well... or is this just the Analyst requirement? *This is mostly an analyst requirement. However, it would be desirable for project managers to have expertise in WebFOCUS also.*
27.	There were 3 versions an SOW on-line. Does that mean you need 2 more groups, or was that a mistake of some sort? *There are four total SOWS posted: SERVS Staff LDS 2, SERVS Student LDS 2, SERVS*

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	Org LDS 2and Longitudinal Data System Analytics, each asking for up to three individuals. There is a three resume maximum for each SOW. Resumes can be split across service categories. For example you may submit two Analysis-Business and Web Applications Specialist and one Java/JSP/Servlets or any other combination based on candidates at your disposal.